



VISIONEERING
WICHITA

**Visioneering Wichita K/12 Mentoring
State Mentoring Conference Committee
April 4, 2008**

Attendees: Terry Behrendt, Donovan Karber, Felecia Norris, Amy Link, Angie Duntz, Davis Sherman, Diane Longfellow

Keynote & Speaker Update

- Tom Osborn – flight arrangements are being finalized
- Danny Holland – done
- Brian Black – done
- Mayor – welcome at lunch
- Lt. Gov Parkinson – opening welcome
- Coach Snyder – available through lunch
- Other keynotes on hold have been notified not chosen

Display Booths

Need to confirm with Hilton may have booths on June 12 and how much space available. Organizations to invite to have a booth:

- CIS - confirmed
- BBBS - confirmed
- City of Wichita - confirmed
- Youth Horizons - confirmed
- YMCA - confirmed
- CASAS – Amy will contact
- Boys & Girls Club – Diane or Terry will contact
- YouthFriends – Diane will contact
- 4-H – Diane will contact
- Mana de Topeka – Diane will contact

Budget

- Need new estimate based on attendance of 300
- April 15 report of anticipated expenditures to state
- Make sure staying on budget

Promotion

- Flyer & registration form ready Monday
- Send to:
 - Amy's list serve of 100+ programs
 - Mentoring council members
 - DOT
 - Police
 - Highway patrol
 - KSDE
 - Van Williams – local government
 - Angie – CIS site coordinators

- Interfaith Ministries
- Ministerial League
- David – Methodist churches west of Salina
- Catholic Diocese – Voboril
- Amy will draft a press release
- Media advisory closer to event date
- Reception
 - Angie & Terry will work on making the reception a must attend event!

Registration

Registration will be 1st come 1st served for 100 – 150 registrations then monitor. Do not want people coming just to reach Coach Osborn and not participating in the conference.

Miscellaneous

- Board room will not be used for presentations – possibly used for staging
- My Learning Plan – can provide local registration – other will need a certificate of completion
- WSU credit – no coarse # confirmed yet
- Need a facilitator for coaches panel

What Else?

- Volunteers – registration – setup – use Junior League
- Notebooks – content
- Signage – what and where
- Banner – Amy will check on this
- Notify presenters once registration form approved
 - Invite to reception
 - \$50 honorarium
 - Conference fee waived
 - Responsible for hotel cost
 - Materials deadline May 15
- Discuss evaluation form at next meeting

Next Steps

Next meeting is **April 18 at 8:00 a.m. at the Chamber**, Amy will join via conference call.